

**AIRCRAFT DISPATCHER**

**UNIT 3 – FLIGHT FOLLOWING**

**INSTRUCTIONS TO THE INSTRUCTOR**

## NOTES

## DETAILED LESSON PLAN OUTLINE

CURRICULUM:	BLM Fire and Aviation Training
COURSE:	Aircraft Dispatcher
UNIT:	3 - Flight Following
LESSON:	NA
SUGGESTED TIME:	? hour and ? minutes
TRAINING AIDS:	Overhead projector or computer and computer projector and CD-ROM, projection screen; corrected pre-course work separated by trainee groups; VCR; felt tip markers, masking tape or tacks; handouts; flip chart with cadre coach/mentors pre-assigned to groups.
OBJECTIVES:	<p>Given a simulated wildfire incident scenario, case study or exercise, trainees will be able to:</p> <ul style="list-style-type: none"><li>• Identify how Administrative, Non-Administrative, Point-to-Point, and Special Use Flights will be track</li><li>• Define three types of flight following.</li><li>• List the pieces of information required to effectively flight follow.</li><li>• Determine whether flight following or resource tracking is required.</li><li>• Define the terms overdue, missing, and downed aircraft.</li><li>• Identify where procedures for handling overdue, missing, or downed aircraft can be found.</li></ul>

- Identify the two ways a flight plan can be closed out.

OUTLINE	AIDS & CUES
<b>INTRODUCE UNIT 3</b>	03-01-ACDI-SL
<b>PRESENT UNIT OBJECTIVES</b>	03-02-ACDI-SL
	03-03-ACDI-SL
	03-04-ACDI-SL
I. TERMINOLOGY	03-05-ACDI-SL
A. Scheduling Unit	
B. Receiving Unit	
II. FLIGHT FOLLOWING & RESOURCE TRACKING	03-06-ACDI-SL
A. Flight Following	03-07-ACDI-SL
<ul style="list-style-type: none"> <li>• The knowledge of the location and condition of an aircraft, with a reasonable degree of certainty such that, in the event of a mishap, those on board may be rescued.</li> </ul>	
B. Resource Tracking	03-08-ACDI-SL
<ul style="list-style-type: none"> <li>• The process by which an agency can request the pilot, Chief of Party, or Flight Manager to relay flight status at designated intervals.</li> </ul>	
C. Types of Flight Following	03-09-ACDI-SL
1. Visual Flight Rules (VFR)	
2. Instrument Flight Rules (IFR)	
D. Four Methods of Flight Following	03-10-ACDI-SL
1. Agency Check-ins (VFR)	

OUTLINE	AIDS & CUES
2. FAA, VFR 3. FAA, IFR 4. Resource Tracking (IFR or VFR)	
E. Dispatch Tools for Flight Following 1. Flight Schedule 2. Flight Strip 3. Radio logs with maps and timers 4. Computer-Aided Dispatch System (CAD)	03-11-ACDI-SL
F. Information for Effective Flight Following 1. Itinerary (ATD/ETD) 2. Method of flight following (FAA, Agency) 3. Number of persons on board 4. Destination 5. Flight Route 6. Fuel on board	03-12-ACDI-SL
G. Necessary Information During In-Flight Check-ins 1. Current location <ul style="list-style-type: none"> <li>• Latitude/Longitude</li> <li>• Description of physical location</li> </ul> 2. Direction of travel or heading	03-13-ACDI-SL
H. Flight Plan Close-out Methods	03-14-ACDI-SL

OUTLINE	AIDS & CUES
<ol style="list-style-type: none"> <li>1. Positive communication via radio or telephone from the pilot or Chief of Party/Flight Manager at destination</li> <li>2. Positive confirmation of the aircraft being passed or “handed off” to the another unit</li> </ol>	
G. Emergency Procedures	03-15-ACDI-SL
<ol style="list-style-type: none"> <li>1. Crash Rescue</li> </ol>	
<ol style="list-style-type: none"> <li>a. Overdue Aircraft <ul style="list-style-type: none"> <li>• An aircraft that hasn’t made contact or can’t be contacted 30 minutes past the scheduled time.</li> </ul> </li> </ol>	03-16-ACDI-SL
<ol style="list-style-type: none"> <li>b. Possible Missing Aircraft <ul style="list-style-type: none"> <li>• An aircraft that has missed two consecutive scheduled contacts.</li> </ul> </li> </ol>	03-17-ACDI-SL
<ol style="list-style-type: none"> <li>c. Downed Aircraft <ul style="list-style-type: none"> <li>• An aircraft that is known to be down OR has not made contact during the time for allowed fuel on board.</li> </ul> </li> </ol>	03-18-ACDI-SL
<ol style="list-style-type: none"> <li>2. Search and Rescue <ol style="list-style-type: none"> <li>a. How is responsible for Search and Rescue?</li> <li>b. What are the requirements for your Agency and Search and Rescue?</li> </ol> </li> </ol>	03-19-ACDI-SL

OUTLINE	AIDS & CUES
<p>c. Where would you find this information?</p> <p>H. Publications</p> <ol style="list-style-type: none"> <li>1. Agency/Unit Aviation Plan</li> <li>2. Crash/Rescue Plan</li> <li>3. Search and Rescue Plan</li> </ol> <p><b>ASK THE TRAINEES IF THEY HAVE ANY QUESTIONS.</b></p>	<p>03-20-ACDI-SL</p> <p>03-21-ACDI-SL</p>

## NOTES



**AIRCRAFT DISPATCHER**  
**UNIT 3–FLIGHT FOLLOWING**  
**POWERPOINT SLIDE INDEX**

Reference No.

Description

## NOTES

**AIRCRAFT DISPATCHER**  
**UNIT 3–FLIGHT FOLLOWING**  
**EXERCISE INDEX**

Reference No.

Description

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